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Air Force Services

***AIR FORCE SERVICES COMBAT SUPPORT
PROGRAMS***

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This policy directive implements DoD Directive 1100.18, Wartime Manpower Mobilization Planning, 31 Jan 86; and DoD Instruction 1100.19, Wartime Manpower Mobilization Planning Policies and Procedures, 20 Feb 86. This publication applies to all Services (SV) organizations, including the Air National Guard and the United States Air Force Reserve.

SUMMARY OF REVISIONS

This document is substantially revised and must be completely reviewed.

This policy directive focuses solely on the wartime or contingency operation of the Services community. It establishes policy for the life sustaining functions of force beddown, feeding, lodging, mortuary services, fitness, recreation, and laundry service. Additionally, Air Force Services has collateral responsibilities that it performs with the Army and Air Force Exchange Service (AAFES) for field exchange operations. All references to peacetime operation of Services activities are incorporated in AFD 34-2, *Air Force Community Service Programs*. The following report control symbol (RCS) charts RCS: HAF-SVC (BA) 9338, Market Share Analysis and RCS: HAF-SVQ(A) 9330, Private Organizations are incorporated into AFD 34-2. RCS: HAF MWQ (A) 9344, MWRS Management Training Status, has been deleted, and RCS: HAF-MWR (Q) 7407, Nonappropriated Fund financial Statements, is being incorporated into AFD 34-4, *Managing Nonappropriated Funds*.

1. Air Force Services is critical to aerospace power projection and exists to provide organic capability for commanders to support deployed forces with vital life-sustaining, and morale and personnel productivity enhancing activities. This policy directive for Services forces; (Active Duty, Air Reserve Components (ARC) and Civilians) relates to Services operations during war, contingencies, exercises, and deployments.

1.1. Elements of Services support are force beddown, feeding, lodging, mortuary services, fitness, recreation, and laundry service. Additionally, Services has collateral responsibilities performed with the Army and Air Force Exchange Service (AAFES).

1.2. Air Force Services' wartime structure to perform these critical support functions is called the Prime Readiness in Base Services (RIBS) program (AFI 10-214, *Prime Readiness in Base Services Program*), which defines both deployment and employment capabilities.

1.2.1. Major Commands (MAJCOM) are responsible for providing resources for Prime RIBS teams to be organized, trained, and equipped to fulfill combat support missions.

1.2.2. Services commanders or division chiefs are responsible for ensuring Prime RIBS forces are organized, trained, and equipped to fulfill combat support mission requirements.

1.2.3. Services commanders or division chiefs will develop detailed plans on how the Services organization will continue operations in the event Services Unit Type Codes (UTC) deploy, as well as how it will operate when new or expanded mission needs are tasked to the base in accordance with existing Operation Plans (OPLAN).

1.2.4. Services commanders or division chiefs tasked with initial deployment beddown responsibility will develop detailed Services beddown and sustainment plans. These plans will be developed for each separate deployed location which their unit is tasked to support in existing OPLANs, to include integration of in-place Services forces and follow-on services UTCs.

1.2.5. Individual Mobilization Augmentees (IMA) and civilians provide the critical link for Services to transition from peacetime to wartime.

1.2.5.1. IMAs augment command and control of essential Services activities during expansion of wartime activities such as Mass Fatality/Port Mortuary and Battle Staff operations.

1.3. Services wartime combat priorities are: (1) offensive and defensive Strategic Mission Support, (2) mobilization of Prime RIBS support personnel to support theater operations, and (3) provide sustaining forces.

1.4. Force sizing exercise (FORSIZE) will be used to determine Services wartime manpower requirements. FORSIZE will determine Services support requirements, such as the mix of active duty military/ARC/civilian/contractor resources.

2. Services facilities and levels of service will be phased over time from minimum essential levels early in the contingency to fully operational levels as outlined in the War and Mobilization Plan Volume 1, Annex GG. Food service, lodging, mortuary services, and laundry are minimum activities provided at all locations during all phases of operations.

2.1. Theater of operations employment is accomplished by a mix of in-place Services forces, deployed Prime RIBS forces, local host-nation support, and contractor support.

3. Food service operations will provide meals while operating from a variety of facilities using commercial grade or field feeding equipment or a combination of both.

3.1. Flight feeding operations will be provided at locations with aircraft missions.

3.2. Hospital feeding is required for patients as an additional requirement of support provided to the main force population. Regular and therapeutic flight meals are required for medical air evacuees. Nutritional medical personnel determine, order, and prepare specialized patient meals.

3.3. Obtaining food and food supplies is a Services mission and will initially constitute a "push-system." Dependent upon length of deployment, a "pull system" is usually implemented for sustained

operations. Medical diet technicians will determine medical unique ration requirements and provide this requirement to the Services theater planners for consolidation into a theater ration requirement.

4. At deployment locations, Services forces will manage assignment of spaces for permanent housing facilities (military family housing once non-combatant evacuation operations has been executed), dormitories, and other facilities designated for lodging in OPLANs.

5. Services will provide mortuary support. The level of support will depend on the scenario, the service designated as executive agent for the area of responsibility, and capability to return the deceased rapidly to a government mortuary facility. As a minimum, support will include interim processing of remains and ensuring a summary courts officer is appointed when possible. Under some conditions, and as a last resort, forward bases may be directed to perform temporary interment.

6. Services forces will provide fitness and recreation programs to help maintain physical conditioning and overall physical and mental wellness at a level necessary to meet the rigors of the contingency environment, and to promote esprit de corps. The recreational program will include self-directed and participatory activities.

7. Services forces provide laundry support for organizational needs. In addition to organizational laundry needs ensure patient and medical laundry needs are planned. Where possible, contract laundry service or Air Force industrial laundries will be used.

7.1. Personal laundry is the responsibility of each individual using equipment provided by Services.

8. Services forces and AAFES personnel will provide health and hygiene items through AAFES field exchange resale. AAFES may provide an increased stock assortment after initial deployment depending upon local conditions.

9. Method for measuring and displaying compliance with this policy is in Attachment 1.

10. An explanation of abbreviations, acronyms, and terms used in this policy directive is in Attachment 2.

11. Governing policies and directives implemented by this policy directive, other policy directives with which it interfaces, and instructions which implement this policy are listed in Attachment 3.

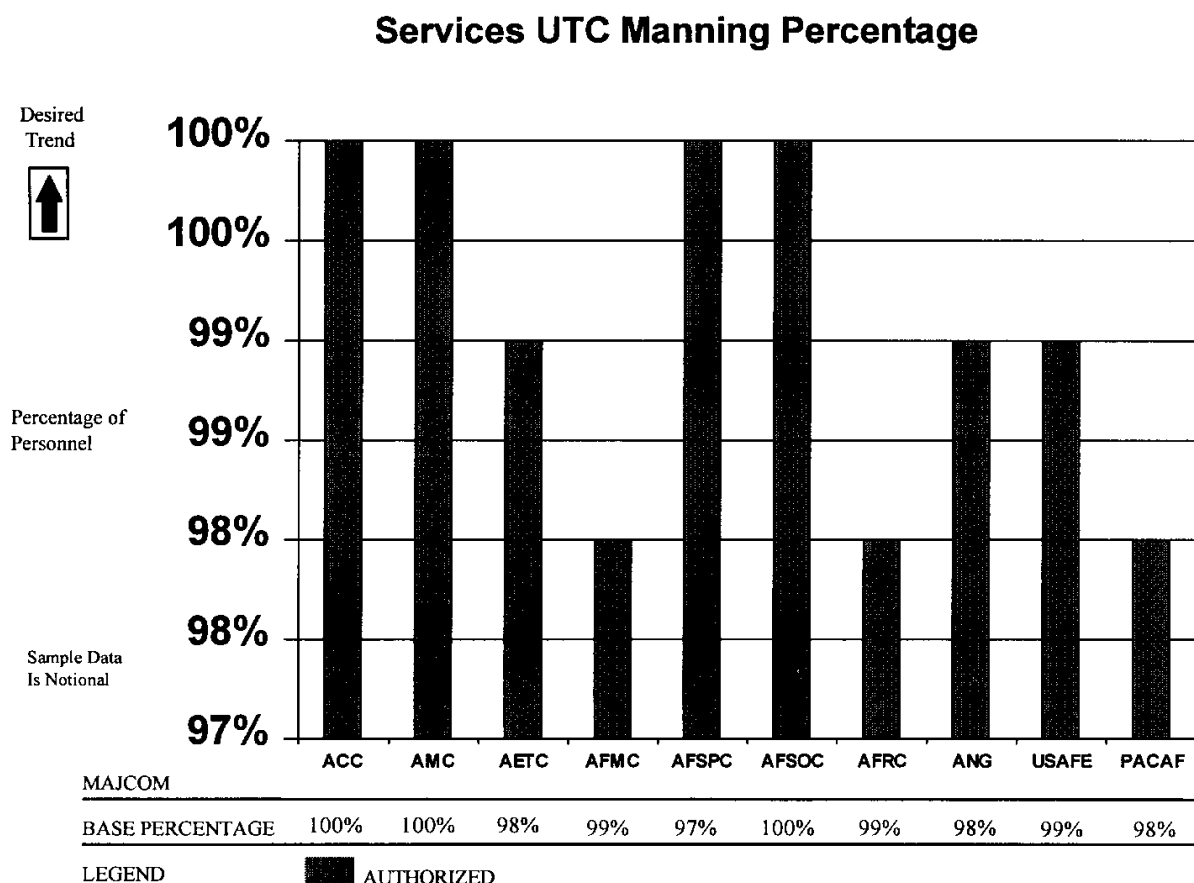
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Attachment 1

MEASURING AND DISPLAYING COMPLIANCE WITH POLICY

A1.1. The capability of Services to support the wartime mission can best be determined through a measurement of Services available personnel. MAJCOMs will measure personnel assigned in their units against their UTC taskings to determine MAJCOM percentage. The annual metric will show the percentage of personnel qualified to deploy (in bar format) capable of filling their UTC requirements. Each MAJCOM Chief of Plans and Force Management (MAJCOM/SVX) will obtain contingency manning requirements based on unit Designed Operational Capability statements versus assigned levels and send to Headquarters Air Force Services Agency, Director of Operations, Mission Support Division, Readiness Branch (HQ AFSVA/SVOSR) via RCS: HAF-ILV (A) 9712 Services UTC Manning Percentage. Reporting will continue during emergency conditions using emergency status code C-3 delayed. Reports are due 20 days after the end of the fiscal year.

Figure A1.1. Sample Metric of Services UTC Manning Percentage.



Attachment 2

ABBREVIATIONS, ACRONYMS, AND TERMS

A2.1. This attachment lists all of the acronyms and abbreviations used in this policy directive and gives the explanations of some of the most important terms used. Unless identified as extracted from another document, terminology used in this glossary is not standardized within Department of Defense and is applicable only in the context of this directive.

Abbreviations and Acronyms

ARC—Air Reserve Component

AAFES—Army Air Force Exchange Service

AFI—Air Force Instruction

AFPD—Air Force Policy Directive

AFSVA—Air Force Services Agency

FOA—Field Operating Agency

FORSIZE—Force Sizing Exercise

IMA—Individual Mobilization Augmentee

HQ—Headquarters

LOGDET—Logistics Detail

MAJCOM—Major Command

OPLAN—Operation Plan

RIBS—Readiness in Base Services

SV—Director of Services

SVOSR—Air Force Services Agency Readiness Branch

SVX—Chief of Plans and Force Management

USAF—United States Air Force

UTC—Unit Type Code

Terms

Contingency—An emergency involving military forces caused by natural disasters, terrorists, subversives, or by required military operations. Due to the uncertainty of the situation, contingencies require plans, rapid response and special procedures to ensure the safety and readiness of personnel, installations, and equipment. (Joint Publication 1-02, DoD Dictionary Military and Associated Terms).

Designed Operational Capability—The mission for which a measured unit has been equipped, organized, and designed.

Exercise—A military maneuver or simulated wartime operation involving planning, preparation, and

execution. It is carried out for the purpose of training and evaluation. It may be a combined, joint, or single service exercise, depending on participating organizations. (Joint Publication 1-02).

Force Sizing Exercise (FORSIZE)—The Air Force method of determining total wartime support force requirements and resource availability.

Prime Readiness In Base Services (RIBS)—Air Force Services Readiness Program (Refer to AFI 10-214).

Pull System—The process used at a beddown location by food service personnel to order rations during sustained operations; usually after communications are established.

Push System—The automatic distribution of rations from the Defense Logistics Agency based on OPLAN planning factors for subsistence at beddown locations.

Readiness—The ability of forces, units, weapon systems, or equipment to deliver the outputs for which they were designed. It includes their ability to be deployed and employed without unacceptable delays. (Joint Publication 1-02).

Unit—Any military element whose structure is prescribed by competent authority, such as a table of organization and equipment; specifically part of an organization. (Joint Publication 1-02).

Wartime—Some level of armed conflict whether incident, limited war, or general war.

Attachment 3

INTERFACING PUBLICATIONS

Joint Pub 1-02, DoD Dictionary Military and Associated Terms
DoDD 1100.18, *Wartime Manpower Mobilization Planning*
DoDI 1100.19, *Wartime Manpower Mobilization Planning Policies and Procedures*
AFPD 10-2, *Air Force Readiness*
AFPD 34-2, *Air Force Community Service Programs*
AFI 10-214, *Air Force Prime RIBS Program*
AFI 34-207, *Air Force Fitness and Sports Program* (formerly AFI 34-107)
AFI 34-239, *Food Service Management Program* (formerly AFI 34-401)
AFI 34-242, *Mortuary Affairs Program* (formerly AFI 34-501)
AFI 34-246, *Air Force Lodging Program* (formerly AFI 34-601)
AFI 34-252, *Laundry, Dry Cleaning, and Linen Exchange*
AFI 41-303, *Aeromedical Evacuation Dietetics Support*